

Institutional Review Board (IRB) Community Snapshot Worksheet



Document: commconsult-worksheet_final (7-2-2021)

Instructions

All sites undergoing IRB review at Boston Children's Hospital (BCH) must provide the information about their local community/subject population as it may relate to a research study where an Exception from Informed Consent (EFIC) waiver for emergency research would be used.

- **Participating Sites:** each site must complete this form and return it with their reliance request information.
- **BCH PI:** if BCH is the only site, you must still complete this form and submit as an attachment to the protocol application.

Title of Study	
Name of Participating Site	
Participating Site Contact	

Please provide the percent (%) each group represents in both the targeted patient population and the population of the surrounding community/county/city.

Use local sources to compile information on Community profile. Community info can be found at <https://www.census.gov/>

	Percent (%) of Targeted Patient Population at Institution/Hospital	Percent (%) of Population of Surrounding Community/County/City
Racial/Ethnic Demographics		
White		
Black/African American		
Asian		
Hispanic		
Other		
Language Preferences <i>- edit as needed</i>		
English		
Spanish		
Mandarin		
Arabic		
Other		
Other		
Other		

	Percent (%) of Targeted Patient Population at Institution/Hospital	Percent (%) of Population of Surrounding Community/County/City
Religion - add others as necessary		
Christian (including Catholic, Protestant, other)		
Jewish		
Muslim		
Other		
Other		
Local events/tragedies to consider		
Access to Health Care		
# hospitals involved in this study		
%population without health insurance under age 18		
Other considerations (please list)		

Community

- Community which subjects are drawn: **Describe the shared group characteristics.**
 - Community subgroup characteristics could include but are not limited to race, ethnicity, religion, age, gender, socioeconomic status, education, employment, neighborhood, medical condition, etc.

- Community in which the research is conducted. **Describe where the anticipated geographic area that participants may be recruited from.**

- Geographical areas could include: hospital or other facility, city, region, etc.

Please note: the following questions should account for both the target patient population from where subjects are drawn and the communities where the research is conducted.

- Some disease cohorts are quite specifically distinct from a racial, socio-economic, language or other feature, from the overall population served by the hospital.

Are there any specific features about the group that will be studied and the overall population (e.g. Sickle Cell patients are disproportionately black; Cystic Fibrosis patients are disproportionately Northern European)

1. Representation

- a. Targeted populations: Are there specific patient populations affected by this research that should be specifically consulted?

↳ If YES, **Describe characteristics of the population.**

- b. Language: Does the community have a significant non-English speaking population?

↳ If YES, what languages? **Describe how this will be accounted for.**

- c. Language: To ensure equitable recruitment, how will non-English speakers be accounted for?

2. Community Considerations and Sensitivities

- a. Are there community “leaders” that have been identified and will function as intermediaries for communication?

- b. Has the community experienced any major events (e.g. local/national tragedies, socio-political issues, etc.) that could impact the reception and perception of the research?

3. Accessibility

As communities may access information by different means, methods of public disclosure should be appropriately matched to the community involved.

- a. If applicable, what interactive methods will be used and why?

- b. If applicable, what passive methods will be used and why?

- c. Describe the overall plans that demonstrate your approach to reach a broad audience.

4. Other Considerations

Overall, the research should be appropriate for the communities involved. ***Provide any additional information that the IRB should be aware of that has not been addressed previously.***